



Dickinson County

Integrated Roadside Vegetation Management

2015

Dickinson County Integrated Vegetation Management Plan

I. Preface

A. Version

Inaugural Dickinson County IRVM plan – May 2015

B. Contributors

Aric Ping – Vegetation Specialist/Roadside Manager

Lee Sorenson – Conservation Director

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II. Executive Program Elements

A. Goals

Establish and maintain a vigorous native plant community within county right-of-way (ROW) property that provides for public safety, erosion control, water mitigation, wildlife habitat, weed control, and a visually appealing aesthetic that honors Dickinson County's natural heritage.

B. Program History

The writing of this plan signifies the beginning of Dickinson County's Integrated Roadside Vegetation Management (IRVM) program in earnest. The Dickinson County Conservation Board saw the need for, and the importance of, an IRVM program. The board has seen the success of IRVM in other counties, and made the decision to create a program of their own to provide ecologically sound management of ROW for improved roadside safety, water runoff mitigation, wildlife habitat, erosion control, weed suppression, snow breaks, and a visually appealing roadside.

Runoff mitigation is of special concern to the Dickinson County Conservation Board, and played a large part in the creation of this program. Our landscape in Dickinson County is dominated by water. We're home to the Iowa Great Lakes, several creeks and rivers, and dozens of wetland areas. Our program's primary focus will be around those resources.

C. IRVM Decision Making Process

The decision making process for Dickinson County's IRVM plan will begin with the Vegetation Specialist/Roadside Manager. After completion of an initial survey of ROW throughout the county, they will establish priorities, goals, and additional equipment needs. The Vegetation Specialist/Roadside Manager will coordinate with the conservation board Conservation Director to make yearly budgetary requests of the Dickinson County Conservation Board and The Conservation Foundation of Dickinson County. Additionally, the Vegetation Specialist/Roadside Manager will be responsible for grant applications, and will coordinate with the county Engineer on special roadside projects.

D. Executive Summary

This document is a concept-based Integrated Roadside Vegetation Management Plan for Dickinson County Right-of-Way. The document details the responsibilities of involved parties, the strategies and techniques to be implemented, and the resources needed to carry out the plan.

E. Area Map

See Appendix

F. Program Type

The Dickinson County IRVM Program is housed and administered through the Dickinson County Conservation Board with offices at Horseshoe Bend Recreation Area.

III. Jurisdictional Recognition and Approval

A. Management

Vegetation Specialist/Roadside Manager: Administers the Roadside Program; prioritizes and oversees long-term and day to day goals and operations. Carries out vegetation management throughout county ROW including soil preparation, seeding, burning, and herbicide application. Provides public education upon request. The Vegetation Specialist/Roadside Manager decides on budget requests and day to day activities. Coordinates with county Engineer and other conservation organizations on special projects.

B. Board of Supervisors

The Board of Supervisors approve the budget of the Conservation Board. The IRVM program is administered through the county Conservation Board which appropriates its budgetary funds as it sees fit.

Additionally, the Board of Supervisors appoint the county Weed Commissioner. It will be a goal of the Vegetation Specialist/Roadside Manager to be appointed this position beginning in fiscal year 2017.

Note: The Jurisdictional Approval form can be found in the Appendix section D.

C. Iowa Code and Administrative Rules-State Laws and Regulations

Iowa Code

Section 314.22 Integrated Roadside Vegetation Management

Section 314.17 Mowing on interstates, primary highways, and secondary roads

Section 317.11 Weeds on Roads - Harvesting of Grass

Section 318.3 Obstructions in ROW / Destruction of plants placed in ROW / Crops in ROW

Section 317.1A Noxious Weeds and Enforcement Procedures

D. Local Laws and Regulations

Local Laws, Regulations, and Policies pertaining to IRVM in Dickinson County reflect that of the Iowa Code, as well as any other State and Federal Regulations that are specific to management activities that occur within the jurisdiction of the Dickinson County Secondary Roads System.

E. Permits

Permits are obtained at the Dickinson County Courthouse or via the county website (<http://dickinsoncountyiowa.org/engineer/>). After the permit or request is filled out with the necessary information and fees have been collected, the permit or request is issued to the individual and a copy is filed with the county. The county engineer will inform the Vegetation Specialist/Roadside Manager of any permits issued that may affect IRVM practices.

Permits relevant to the IRVM program include:

- Do Not Spray Sign Permit
- Permission to Work in Right-of-Way Permit
- Application for Construction of Utilities on County Highway Right-of-Way
- Driveways and Field Entrance Permit

These permits can be found in the appendix of this document and at this web address:

<http://dickinsoncountyiowa.org/engineer/>

IV. Program Organizational Structure

A. Staff Organization Chart

- Dickinson County Board of Supervisors
- Dickinson County Conservation Board
- Conservation Director
- Vegetation Specialist/Roadside Manager
- Seasonal Staff and Contractors

B. Staffing Needs and Training

Staffing

The assistance of seasonal staff and potentially contractors will be needed to carry out this IRVM plan. Specific staff numbers are dependent upon individual project scale and actions. The addition of an Assistant Roadside Manager position may also be beneficial as the program grows.

Training

The Vegetation Specialist/Roadside Manager will seek out additional training beyond S-130 and S-190 through the National Wildfire Coordinating Group. They will also attend conferences and seek out other educational opportunities.

V. Public Involvement

A. Partners

Dickinson County Soil and Water Conservation District – The Vegetation Specialist/Roadside Manager will coordinate with the Dickinson County Soil and Water Conservation District on implementation and management of the Iowa Great Lakes Watershed Project Low Impact Development (LID) runoff mitigation plan within county ROW.

B. Education and Outreach

The Vegetation Specialist/Roadside Manager will provide educational presentations to public and private groups upon request.

VI. Inventory and Analysis

A. Natural Resources

1. *Tools* (This section will list potential record keeping tools and uses)

- Digital Camera – Year to year visual record keeping
- GPS Units – Mapping of all treatment practices
- GIS software – Record keeping, map compilation

2. *Vegetation*

An initial survey of ROW vegetation is required for setting priorities and goals. A survey utilizing photography and GPS mapping is ideal. The survey will be carried out by the Vegetation Specialist/Roadside Manager, seasonal staff, and volunteers. Future surveys will be completed at regular intervals to assess priorities and strategies.

3. *Watershed/Water bodies*

The watersheds and bodies of water in Dickinson County are of great ecological and economical importance to the region. These watersheds and bodies of water include, but aren't limited to the Little Sioux River, Milford Creek, Silver Lake, Diamond Lake, West Okoboji Lake, East Okoboji Lake, Spirit Lake, Center Lake, Lower Gar Lake, and several other lakes, creeks, and wetlands. The IRVM program will coordinate with Dickinson County Soil and Water Conservation District on a Low Impact Development plan to improve water runoff mitigation.

B. Equipment

Equipment specific to the IRVM program does not presently exist. Equipment that could be shared and the condition of that equipment are as follows:

- 2012 T 4.75 New Holland Tractor – Good
- 12' batwing mower tractor attachment – Good
- 12' disc tractor attachment - Poor
- 2012 Polaris Ranger 800XP UTV – Good
- 60 gallon FIMCO UTV slip-in tank with boomless nozzles – Fair
- Agri-Fab 175 Broadcast Spreader – Fair
- 48" Cultipacker - Good
- Drip-torch (2x) - Good
- Nomex (4x) – 4 Good
- 500 gallon water tank w/pump - Good
- Stihl Chainsaws (4x) – 3 Good, 1 Fair
- 2-way Radio (4x) – 4 Good

Desired Equipment:

- ¾-ton flatbed pickup for mounting skid fire pumper unit/herbicide spray rigs
- Spray-rig with chemical injection and multi-control spray head
- Skid fire pump unit
- Native grass drill
- Hydroseeder - 800 gallon with agitation
- Broadcast seeder
- UTV
- Slip in tank for fire w/pump unit
- Slip in tank for spraying w/pump unit
- Digital Camera
- GPS units (2)

VII. Program Operations

A. Annual Operations Calendar (this is a probable schedule of activities for a typical year)

January to March - Tree and brush removal, budgetary meetings, equipment maintenance, inventory, order seed, order herbicides, write burn plans, write LRTF grants, compile maps

March to April – Prescribed fire, seeding, hire seasonal staff

April to October – Seeding, weed spraying, mowing, supervision of seasonal staff

October to November – Prescribed fire, weed spraying, seed collection, inventory, roadside manager conference

B. Work Area Types

Rural – These will be our primary treatment areas. Each area's goals and vegetation type to be seeded will differ. There are three typical types of adjacent land that will require different management practices in the ROW. These adjacent areas include:

1. **Public Land**
This is land owned by the state, typically the Department of Natural Resources (DNR). Our county has an abundance of these areas. We will coordinate with the DNR before enacting IRVM practices in adjacent ROW.
2. **Private Farmland**
This land is privately owned and is typically row crops. We will coordinate with the land owner before any management on adjacent ROW and prior to any possible needed access to their land.
3. **Private Residential**
This land is privately owned and is typically made up of a cool-season grass lawn. We will coordinate with these land owners as needed.

Urban – Unincorporated towns make up a small portion of our jurisdiction, and will be managed as needed. If the area is frequently mowed by home owners a cool-season turf mix will be seeded.

C. Vegetation Types for Specific Uses

Seed mixtures from the Tall Grass Prairie Center and other sources of native seed will be sown within secondary ROW with a focus on production of high-diversity stands of native vegetation over time.

Cover crops will be utilized in situations which involve bare soil (i.e. erosional or construction disturbances that result in bare soil), or when seeding must be conducted out of season.

D. Special Projects

The Dickinson County IRVM program will coordinate with the Dickinson County Soil and Water Conservation District on a Low Impact Development runoff mitigation program within county ROW which will involve establishing stands of native vegetation within drainages, as well as other low impact mitigation efforts.

The county Engineer will coordinate with the Vegetation Specialist/Roadside Manager on reseeding mixes to be used after replacement of bridges, culverts, and any other roadside projects that require reseeding.

VIII. Methods

A. Vegetation Establishment

Procedures for vegetation establishment will follow the IRVM Technical manual guidelines (found here: <http://www.uni.edu/~irvm/techmanual/IRVM-Technical-Manual.pdf>).

Dependent upon results of the initial survey and acquired equipment, techniques deviating from standard practice may be required. These deviations from standard practice will be kept on file and reported to the Living Roadway Trust Fund in future IRVM plan submissions.

B. Ongoing Maintenance

Procedures for ongoing maintenance will follow the IRVM Technical manual guidelines (found here: <http://www.uni.edu/~irvm/techmanual/IRVM-Technical-Manual.pdf>).

Dependent upon results of the initial survey and acquired equipment, techniques deviating from standard practice may be required. These deviations from standard practice will be kept on file and reported to the Living Roadway Trust Fund in future IRVM plan submissions.

IX. Material Procurement

A. Sourcing

Seed, herbicides, erosion control products, and other materials that are needed to complete jobs, will be purchased locally if possible. Price and availability will factor into the determination of the source of materials. Additionally, seed will be requested from the Tallgrass Prairie Center when available through the TAP program.

B. Material Handling and Storage

Currently, Dickinson County has limited space for storage. Accommodations will be made to house seed in a climate controlled area. Herbicides will be housed in an appropriate locked space with proper ventilation. Building a structure with the specific purpose of housing herbicide will be a priority in the future.

X. Appendix

A. Permits

No. of Signs _____

"DO NOT SPRAY" SIGN

PERMIT

DATE: _____

PERMIT NO. _____

Permission is hereby granted to _____

To erect "DO NOT SPRAY" signs along Dickinson County Secondary Road
located as follows __________

SUBJECT TO THE CONDITIONS OUTLINED BELOW:

SIGNED _____

The undersigned agrees to the following conditions:

- A. Mowing will be completely done, from the road shoulder to the fence line in advance of the spraying crews, or the spraying will be done.
- B. The mowing operation will be performed at the proper times and intervals to obtain the best possible control of weeds and brush.
- C. Sensitive garden plants, such as tomatoes, melons and grapes will be planted in areas as far removed from the road as possible, especially where mowing is not being done on the opposite side of the road.
- D. The **"DO NOT SPRAY"** signs will be removed from the roadside immediately following the second spraying, which should be completed by August 1st.

Signed _____

Address _____

Phone _____

DRIVEWAYS AND FIELD ENTRANCES

In accordance with the Policy and Regulations of the Dickinson County Board of Supervisors; the following schedule of costs will apply for the installation, widening, moving of driveways and field entrances. Dickinson County reserves the right to schedule actual construction. The construction of a driveway or field entrance shall consist of pipe, if needed, fill and gravel with a minimum top width of 18 feet. Pipe will be 16 gauge galvanized corrugated metal pipe or 2000 D Class III tongue and groove concrete pipe.

SCHEDULE OF COSTS

Dickinson County will stock the material and furnish the labor and equipment to construct the driveway or field entrance. The person requesting the driveway or field entrance will pay for the material at the following rate:

ESTIMATE ACTUAL USED

DIRT - \$4.00/c.y. _____

GRAVEL - \$7.00/c.y. _____

CMP PIPE 15 inch \$9.50/ft.

15 inch band \$13.65/ea. _____

18 Inch \$11.50/ft.

18 inch band \$16.90/ea. _____

24 Inch \$13.65/ft.

24 inch band \$19.50/ea. _____

(Different prices if using plastic pipe)

Moving of field entrances and driveways will be done at a negotiated cost.

A person wishing to install his own Driveway or Field Entrance may do so after obtaining a permit from the Engineer's Office and must conform to same Standards as used by the County. Installations made that do not conform to Regulations, will not be maintained by the County. Pipe shall be inspected and approved before installation.

PERMIT

The Undersigned:

☐ Requests County to install driveway or field entrances _____

☐ Requests permission to make own installation _____

☐ Dickinson County reserves the right to change the elevation of the road and match or replace the pavement in the Right-of-Way.

Location of driveway or field entrances: Township: _____ Sec.# _____

DATE OF PERMIT: _____

NAME: _____

APPLICANT

SIGNATURE _____

ADDRESS: _____

ENGR. SIGNATURE _____

PHONE #: _____ APPROVED _____ DATE _____

Dickinson County, Iowa

A P P L I C A T I O N

FOR

CONSTRUCTION OF UTILITIES ON COUNTY HIGHWAY RIGHT-OF-WAY

(August 12, 2014)

Applicant _____ **Name**

of Company

Address _____

Street/P.O. Box No. _____

City State Zip Code _____

Dickinson County Board of Supervisors:

Spirit Lake, Iowa

Gentlemen:

Approval is hereby requested for construction of _____

The proposed utility improvement will be located on County Road, as follows:

(Plat of proposed utility construction showing locations and other pertinent information shall be attached to each copy of the application.)

(2)

AGREEMENTS

The Applicant agrees that the following stipulations shall govern under this permit:

1. All cable, pipeline, and tile constructed longitudinally along the road shall be placed not closer than _____ feet from the edge of pavement, or not closer than _____ feet from the center line of unpaved highways, the exact location more specifically described as follows:

(Include proposed depth) _____

2. The Applicant will at any time subsequent to placing the cable, pipe line, or tile line, and at his own expense, relay, reconstruct, or encase his lines as may be necessary to conform to new grades, alignment or widening right-of-way, resulting from maintenance or construction operations by the county, irrespective of whether or not additional right-of-way is acquired in connection with such highway improvement and it shall pay the County any extra cost in working around the underground utility whenever the County projects a tile line across the right-of-way. The Applicant agrees to do this promptly on order by the Board of Supervisors, and without cost to the County, If the Applicant is unable to comply promptly, the Board of Supervisors may assess a monetary compensation for time lost to the County or a contractor. The Board of Supervisors will endeavor to give the applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired right-of-way, that is likely to expose, cover up, or disturb any cable, pipe lines, or tile lines belonging to the Applicant, in order that the Applicant may arrange to protect his line. The County Engineer will inform contractors, and others working on the job, of approximate location of the lines so that reasonable care may be taken to avoid damaging the lines. The County assumes no responsibility, however, for failure to give such notice.

3. The County assumes no responsibility for damages to the Applicant's property occasioned by any construction or maintenance operations on said highways, including new or additional right-of-way acquired in connection therewith, subsequent to the building of the said cable, pipe line, conduit or tile line.

4. The Applicant shall take all reasonable precaution during the construction of said cable, pipe lines, or tile line to protect and safeguard the lives and property of the traveling public and adjacent property owners and shall save the County and the Board of Supervisors harmless of any damage or losses that may be sustained by the traveling public or adjacent property owners on account of such construction operations.

5. Operations in the construction and maintenance of said cable, pipe line, or tile lines shall be carried on in such a way as to not interfere with or interrupt traffic on said highway.

6. The Applicant shall not hold the County or the Board of Supervisors responsible for any damage that may result to said highway because of the construction or maintenance of said cable, pipe line, or tile line and shall reimburse the County for any expenditure that the County may have to make on said highway on account of said Applicant's cable, pipe line, or tile line having been constructed thereon.

(3)

7. The Applicant agrees to give the Board of Supervisors forty-eight (48) hours notice of its intention to start construction on the highway right-of-way. Said notice shall be made in writing to the Dickinson County Engineer.

8. Cable, pipe line, and tile line crossings shall be constructed as follows: Watermain 2" or less inside diameter shall be copper, Schedule 40 PVC, or cast iron. Watermains of more than 2" inside diameter shall be cast iron or Class C-900 PVC and can be encased. The Casing shall be of adequate strength and of sufficient length to extend 2' beyond the toe of the fore slope. Pressure sewer lines shall meet the same requirements as water main. Gravity sewer lines and tile lines shall be cast iron or an approved extra strength pipe and need not be encased. On paved roads, cables, pipe lines and casings may be placed through the sub-grade by jacking, or by boring a hole just large enough to take the line; or if the County Engineer approves, a tunnel may be dug through and the cable, pipe line or casing placed therein. On roads not paved, and open trench may be dug and the cable, pipe line or tile placed therein, and the trench backfilled over the line. All backfill of tunnels and trenches shall be thoroughly compacted in layers of 6" or less in depth. Backfilling of trenches within the right-of-way but not under the traveled roadway, shall be tamped sufficiently to avoid settlement. All work shall be done in a workman-like manner, the ground, slopes and ditch bottoms reshaped in a neat manner and all areas where sod has been destroyed or damaged shall be re-seeded. All work in the highway right-of-way shall meet with the approval of the County Engineer.

9. Some special provisions may be enacted by the County Engineer or the Board of Supervisors at the time an application for pipe lines conveying as natural or artificial, oil, gasoline, motor fuel or inflammable substance, is received.

10. This permit is subject to any laws now in effect or any laws which may be hereinafter enacted.

11. This application is subject to all the rules and regulations of the Board Supervisors and to revocation by the Board of Supervisors any time, when in the judgment of the Board it is necessary in the improvement or maintenance of the highway or for other reasonable cause. And in such event the Applicant hereby agrees to remove all of Applicant's property from said right-of-way without delay and without cost to the County.

12. As-built plans for all installations shall be furnished to the County within ninety (90) days after completion of the project. Said plans shall include a plan and profile and location from the civil monuments.

13. All road crossings and crossings of the tile lines will be in accord with the attached standards, or similar standards approved at the time of this application and submitted therewith.

14. Applicant agrees to reimburse the County for all inspection costs during construction as deemed necessary by the County Engineer.

(4)

15. Crossings at the following locations shall be bored or jacked and cased:

16. Crossings at the following locations shall be bored or jacked, but need not be cased:

17. Crossing at the following locations may be by open trench and need not be cased:

18. The Applicant shall restore all agricultural tile, broken or disturbed by applicant during said construction. Applicant shall be responsible, according to the laws of Iowa, to adjacent property owners for the destruction of their crops proximately caused by the acts of the Applicant in breaking agricultural tile.

19. The following special requirements will apply to this permit:

20. Non-compliance with any of the terms of Dickinson County policy, permit of agreement may be considered cause for shut-down of operation, or revocation of this permit. The cost of any work caused to be performed by the County in removal of non-complying construction will be assessed against the Applicant.

21. The applicant hereby acknowledges and understands that the County's approval of this application is merely the County's permission and consent for the applicant to perform the approved utility work within the county highway right of way and it does not confer any rights held by other potential interest holders in the easement area that may exist. You are advised to make your own independent investigation of the existence of other potential property interest holders in the easement area and to determine your own legal responsibility in this regard. The County does not assume any such responsibility.

Name of Company

Authorized Representative Title

Signature Date

RECOMMENDATIONS

COUNTY ENGINEER BOARD OF SUPERVISORS

Recommended for Approval _____ Approved _____

Disapproval _____ Disapproved _____

County Engineer Date Chairperson Date

WORK IN RIGHT-OF-WAY

(August 12, 2014)

Permission is requested to work in the Secondary road Right-of-Way by the Undersigned and shall be bound by the following stipulations:

1. Blacktop or Concrete Crossing

Drill or push under, if practical; if not, saw or cut with air hammer or pneumatic spade; back fill with tamped or wet sand or gravel. After trench has reached maximum settlement, the County will place concrete or asphalt with cost to be paid by the Undersigned.

Check One:

_____ Concrete for Asphalt or Concrete Paving

_____ Asphalt for asphalt surfaced road of less depth

2. Gravel, dirt, and grass roads, fill to be compacted and leveled.

3. Return Right-of-Way, including any trail systems, to normal condition as existed before work was done.

4. Driveways and entrances covered by separate permit.

5. Person signing permit will be responsible for any Utilities in Right-of-Way and to see that the road is marked to keep the County harmless from liability due to inadequate warning, barricades, etc. APPLICANT shall notify Iowa One-Call at 1-800-292-8989 (or 811) prior to work being started.

6. Many requests will need to be determined on an individual basis due to the variation in the type of work.

7. The road on which work is to be done has to be closed by Board of Supervisors Resolution. Lead-time will be required for this.

8. The Undersigned agrees to reimburse the County for expenses incurred from Maintenance and repair done by County Forces.

9. The Undersigned acknowledges that upon their signature below the permittee agrees to hold Dickinson County harmless from all liability. This includes, but is not limited to, utility damage, traffic related problems due to inappropriate use of flaggers, lack of pavement repair, or any sign placement that does not comply with the MUTCD.

10. The applicant hereby DATE OF REQUEST

acknowledges and understands that the County's approval of this application is merely the County's permission and consent for the applicant to perform the approved utility work within the county highway right of way and it does not confer any rights held by other potential interest holders in the easement area that may exist. You are advised to make your own independent investigation of the existence of other potential property interest holders in the easement area and to determine your own legal responsibility in this regard. The County does not assume any such responsibility.

LOCATION OF PROJECT:

NAME (Print) OF REQUESTER

SIGNATURE OF REQUESTER

ADDRESS OF REQUESTER

CITY/ZIP OF REQUESTER

APPROVED BY

DATE

B. Job Description

IRVM Vegetation Specialist

Summary:

The general implementation of activities associated with all aspects of vegetation management within county secondary road right-of-ways (ROW)/Dickinson County Conservation managed property. Work activities focus on the continued maintenance and development of safe travel corridors for vehicles, biological management of desired vegetation types along those corridors and Dickinson County Conservation manage property.

Essential Duties and Responsibilities:

- Operate any equipment owned by the conservation board.
- Perform scheduled and non-scheduled routine equipment maintenance and arrange with supervisor for non-routine work to be completed by private repair vendors/contractors.
- Make minor repairs on equipment and facilities not requiring a trained professional repair person.
- Maintain efficient and effective maintenance records for all ROW department managed equipment and facilities.
- Assist the county with accomplishing established ecologically oriented management goals for vegetation on county ROWs/Dickinson County Conservation managed property.
- Assist with control and removal of woody vegetation on ROW/ Dickinson County Conservation managed property (chainsaws, wood-chipper, dump truck, tractors and winch).
- Assist with conducting controlled burns on ROW/ Dickinson County Conservation managed property.
- Assist with spraying of herbicides on ROW/ Dickinson County Conservation managed property for control of noxious weeds according to Iowa Department of Agriculture standards.
- Assist with seeding projects on cleaned, re-graded and newly created ROW/ Dickinson County Conservation agency managed areas, primarily utilizing native warm season plant species (utilizing-drills, tractors, mowers, hydro-seeder, seed slingers, etc.).
- Maintain accurate, up-to-date records of the following activities: herbicide application, seeding and reseeding, prescribed burns, tree and brush removal, planting and transplanting of shrubs and wildflowers.
- Compile monthly and annual work activity reports for tasks completed.

- Inform supervisor of situations needing attention in regards to: ROW/Dickinson County Conservation managed area safety, equipment problems/safety and other potential risk situations.
- Perform any and all related work according to goals and objectives of ROW/ Dickinson County Conservation programs, following departmental safety regulations.
- Assist with development and presentation of educational materials related to ROW/ Dickinson County Conservation programs.
- Assist with production, harvest and processing of warm season native prairie plant seeds for use in ROW/ Dickinson County Conservation programs.
- Assist with continued inventory and data collection for prairie remnants, noxious weed areas and woody vegetation encroachment sites.
- Assist other staff as specified by director.

Supervisory Responsibilities:

The biologist may routinely work with temporary or part-time employees and occasionally may supervise a specific work project being performed.

Qualification Requirements:

To perform this job successfully, an individual must be able to satisfactorily perform each essential duty. The requirements listed as follows are representative of the knowledge, skill, and ability required.

- Ability to routinely work at remote/satellite work stations.
- Ability to organize assigned work and develop efficient strategies to accomplish said work.
- Ability to establish and maintain effective working relationships with other staff, the general public, special interest/civic groups and individuals from other government agencies.
- Ability to work a non-standard workweek, including nights and weekends to accomplish the objectives of the position.
- Ability to maintain accurate safety, work, equipment and facility maintenance records.
- Ability to safely operate any equipment owned by the Conservation Board and ability to operate non-agency owned, job specific equipment, to achieve work goals.
- Ability to safely make minor repairs on equipment and facilities not requiring a trained professional repair person.
- Ability to operate personal computers and demonstrate or become proficient with Windows, Microsoft Word, Excel, Publisher and Internet applications.
- Ability to continue professional training to remain knowledgeable of current issues, trends and management techniques.

-The requirements and duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

Education and Experience:

Graduation from an accredited college or university with a Bachelor's Degree in biological sciences, wildlife management, or a closely related subject and a minimum of 1 year practical work experience in the above or a related field.

-Shall possess a working knowledge of Iowa/Midwest habitat management including, but not limited to native and restored prairies, cool season vegetation, riparian corridors/floodplains, hardwood forests and wetland ecosystems.

-Shall be knowledgeable of the tools and equipment required to perform the job.

Language Skills:

-The ability to communicate effectively with co-workers and the general public.

-Ability to deal with the general public in a tactful and courteous manner.

-Ability to properly and effectively communicate verbally and in writing.

-Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, and government regulations.

-Ability to utilize a wide variety of reference and descriptive data, information, and computer hardware and software documentation.

Mathematical Skills:

-Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical solutions.

-Ability to apply basic geometrical, statistical, and algebraic principles.

Reasoning Ability:

-Ability to apply common sense understanding to carry out instructions in written, oral, or diagram form.

-Ability to apply common sense to solve problems or achieve work objectives.

-Ability to recognize work situations that require special attention.

-Ability to deal with problems involving several variables in standardized situations.

-Ability to establish goals and objectives and assess progress toward their achievement.

Certificates, Licenses, Registrations:

-Valid Iowa Commercial Driver's License (Within 90 days of hire date).

-Valid Iowa Pesticide Applicator License (Within 90 days of hire date).

-National Wildlife Fire Coordinating Group (NWCG) S-130 & S-190 certification (Within first year).

Physical Demands:

While performing the duties of this job, the employee is routinely required to stand, walk, sit, operate hand tools, kneel, stoop, balance and climb ladders and equipment. These activities may be required for 2 or more hours at a time during an 8-10 hour work/day.

The employee must routinely lift 75 pound objects 40 inches high and carry 15 yards.

The specific vision abilities required for this job include; close vision, distant vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job the employee may work around moving parts/equipment.

The employee may work outdoors in extreme hot, cold, rainy, snowy and windy weather conditions and be exposed to dust, fumes and loud noises.

Comments:

Must be insurable for driving under county insurance company policies.

Applicant will be subject to post offer, pre-employment drug and physical testing.

Dickinson County Conservation is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the employer.

C. Map

D. Jurisdictional Approval

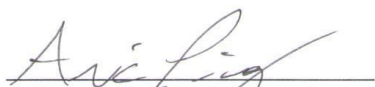
Jurisdictional Approval



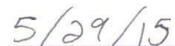
Conservation Director (on behalf of the Conservation Board)



Date signed



Vegetation Specialist/Roadside Manager



Date signed